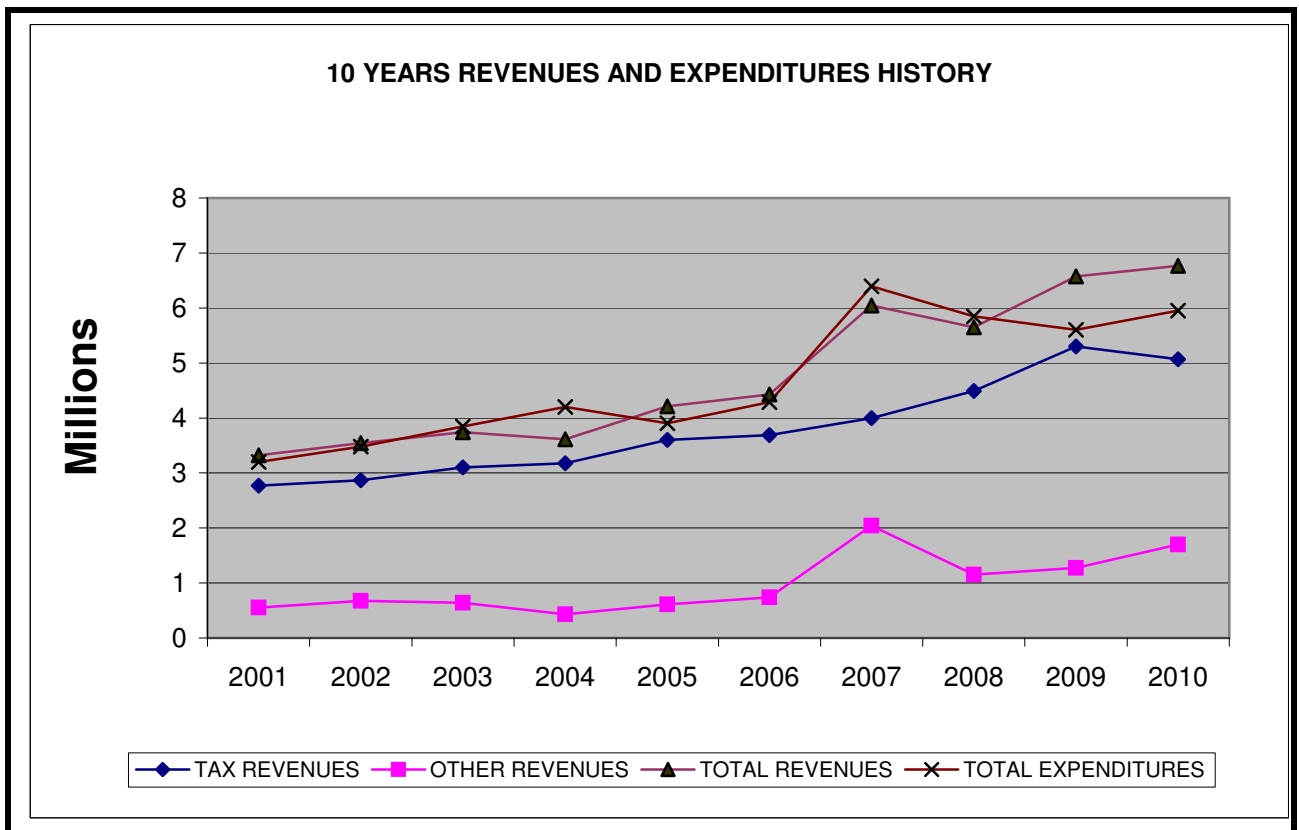
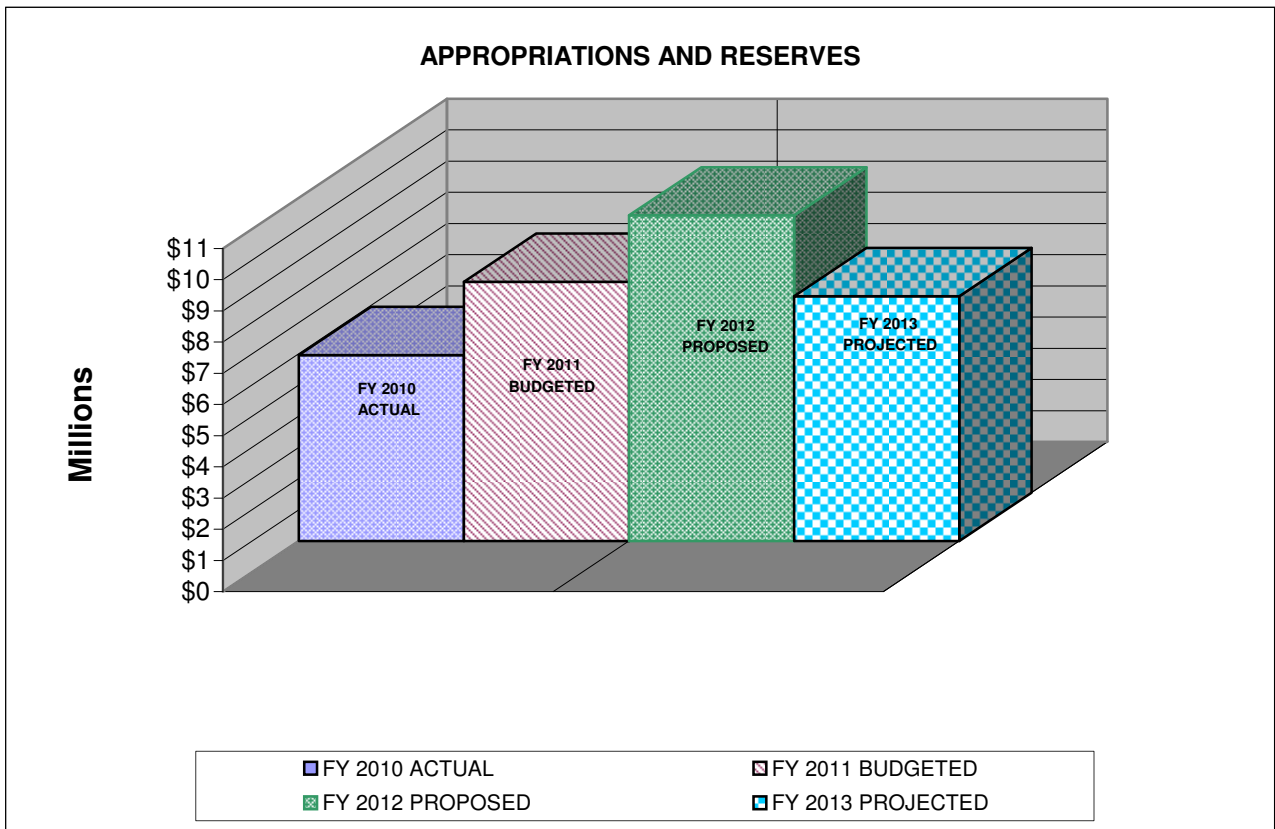
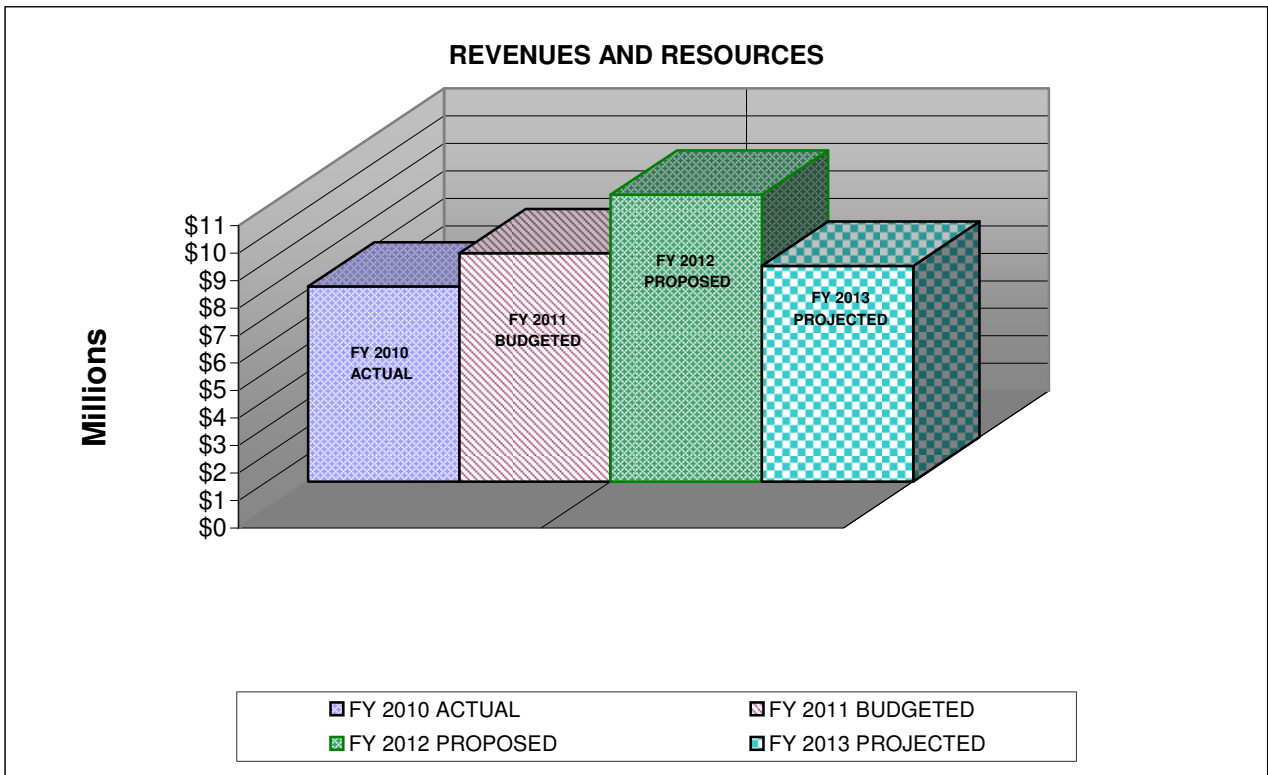


**INCOME & APPROPRIATIONS:
FOR FY 2012 BUDGET WITH
FUND BALANCE SUMMARY**

The following provides both a summary and detail for revenues, expenditures and fund balances. Included is a ten year summary graph showing the City's revenue and expenditure history.



**THIS
PAGE
INTENTIONALLY
LEFT
BLANK**



F.Y. 2012 BUDGET
SUMMARY OF ESTIMATED INCOME AND
APPROPRIATED EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>REVENUES AND RESOURCES</u>						
GENERAL FUND						
Real Property		\$3,814,783	\$4,167,192	\$4,165,765	\$3,625,208	-0.03%
Personal Property & Utilities		298,309	368,400	329,500	336,800	-10.56%
Interest & Penalties		11,881	10,500	11,500	10,500	9.52%
Business Taxes		1,178	2,500	1,500	2,500	-40.00%
State Shared Taxes		834,187	589,000	584,000	705,000	-0.85%
County Shared Taxes		106,014	89,487	95,487	95,987	6.70%
Licenses and Permits		187,186	295,700	168,100	172,050	-43.15%
Grants		167,992	135,350	86,000	192,000	-36.46%
Revenues from Other Agencies		79,624	60,000	76,000	75,000	26.67%
Service Fees & Charges		360,043	478,000	578,700	583,250	21.07%
Fines & Forfeitures		961,576	939,500	745,500	827,133	-20.65%
Other Revenues		92,927	103,000	81,450	91,297	-20.92%
Other Financing Sources		175,000	325,000	2,350,000	150,000	100.00%
Contingency Reserve		0	130,000	130,000	130,000	100.00%
Prior Year Surplus		0	361,000	778,000	600,000	115.51%
Operating Reserve Carryover		0	250,000	250,000	250,000	0.00%
<u>Total Revenues & Resources</u>		\$7,090,700	\$8,304,629	\$10,431,502	\$7,846,725	25.61%
<u>APPROPRIATIONS AND RESERVES</u>						
GENERAL FUND						
Personnel Costs		\$3,585,735	\$4,448,659	\$4,890,009	\$4,951,070	9.92%
Operating Costs		1,606,997	1,949,309	1,926,600	1,942,300	-1.16%
Capital Costs		358,261	599,350	2,660,000	175,500	343.81%
Debt Service (Principle & Interest)		399,622	424,036	544,944	394,455	28.51%
Judgments & Losses		0	400	400	400	0.00%
Contingency Reserve Carryover		0	130,000	130,000	130,000	0.00%
Operating Reserve Carryover		0	250,000	250,000	250,000	0.00%
Operating Reserve Other			500,875	27,549	0	-94.50%
Weinbach Scholarship Grant		4,000	2,000	2,000	3,000	0.00%
<u>Total Appropriations & Reserves</u>		\$5,954,615	\$8,304,629	\$10,431,502	\$7,846,725	25.61%

F.Y. 2012 CURRENT EXPENSE BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>PERSONNEL</u>						
General Government		\$974,612	\$1,124,584	\$1,200,900	\$1,216,899	6.79%
Public Safety		1,070,506	1,505,746	1,746,206	1,785,713	15.97%
Public Works		1,540,617	1,818,329	1,942,903	1,948,458	6.85%
Sub-Total		\$3,585,735	\$4,448,659	\$4,890,009	\$4,951,070	9.92%
<u>OPERATIONS</u>						
General Government		\$574,783	\$682,847	\$650,850	\$688,150	-4.69%
Public Safety		249,701	328,592	338,750	297,350	3.09%
Public Works		782,513	937,870	937,000	956,800	-0.09%
Sub-Total		\$1,606,997	\$1,949,309	\$1,926,600	\$1,942,300	-1.16%
<u>CAPITAL</u>						
General Government		\$65,457	\$86,000	\$298,500	\$95,500	247.09%
Public Safety		143,051	198,350	180,500	0	-9.00%
Public Works		149,753	315,000	2,181,000	80,000	592.38%
Sub-Total		\$358,261	\$599,350	\$2,660,000	\$175,500	343.81%
<u>TOTAL PROGRAM EXPENDITURES</u>		\$5,550,993	\$6,997,318	\$9,476,609	\$7,068,870	35.43%
<u>OTHER</u>						
Debt Service		\$399,622	\$424,036	\$544,944	\$394,455	28.51%
Judgments & Losses		0	400	400	400	0.00%
Contingency Reserve Carryover		0	130,000	130,000	130,000	0.00%
Operating Reserve		0	250,000	250,000	250,000	0.00%
Operating Reserve Other			500,875	27,549	0	
Weinbach Scholarship Grant		4,000	2,000	2,000	3,000	0.00%
Sub-Total		\$403,622	\$1,307,311	\$954,893	\$777,855	-26.96%
<u>TOTAL EXPENSES & RESERVES</u>		\$5,954,615	\$8,304,629	\$10,431,502	\$7,846,725	25.61%

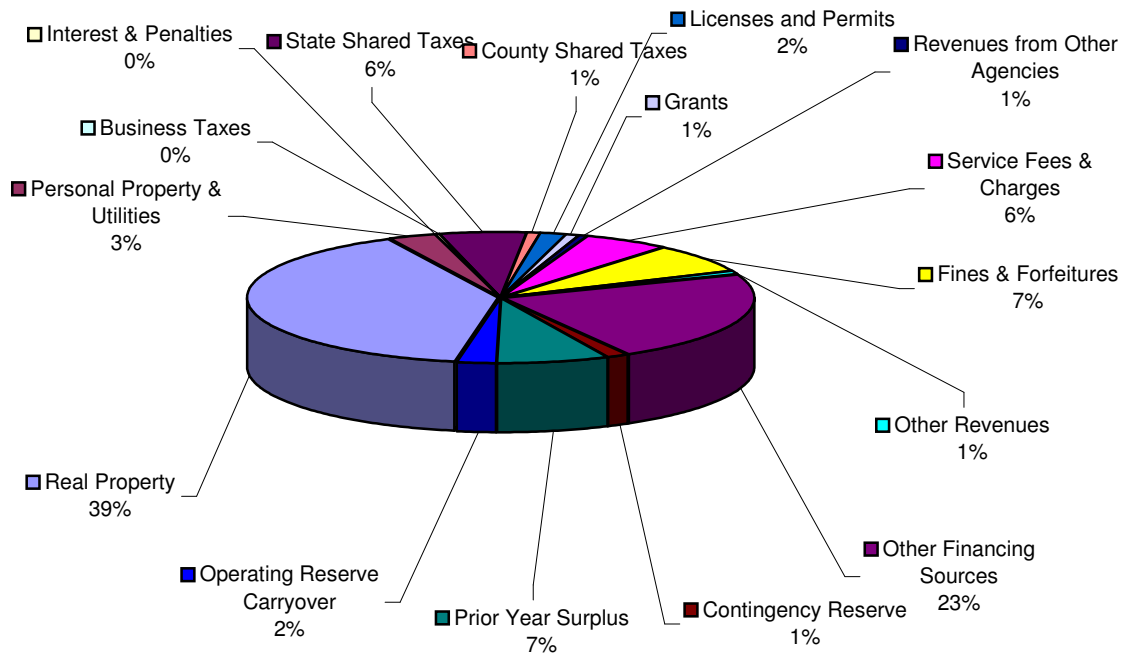
FUND BALANCE SUMMARY
RESERVED AND UNRESERVED

DESCRIPTION	AS OF 02/28/10	AS OF 02/28/11
RESERVED FUND BALANCE:		
Encumbrances	\$0	\$0
Weinbach Scholarship	47,257	47,352
UNRESERVED FUND BALANCE:		
Designated for Prepaid Items	0	0
Designated for Accrued Vacation	126,029	126,029
Designated for Vehicles	97,000	0
Designated for Cable TV Equipment	117,078	168,603
Designated for Street & Sidewalk Repair	615,646	790,646
Designated for Operating Reserve	600,000	904,500
Designated for Global Signal Proceeds	326,964	475,785
Contingency Reserve Carryover	51,400	130,000
Operating Reserve-Real Property	300,000	300,000
Operating Reserve-Speed Camera	0	417,100
Undesignated, Unappropriated Fund Balance	710,533	767,977
<u>TOTAL UNENCUMBERED FUND BALANCE</u>	\$2,991,907	\$4,127,992

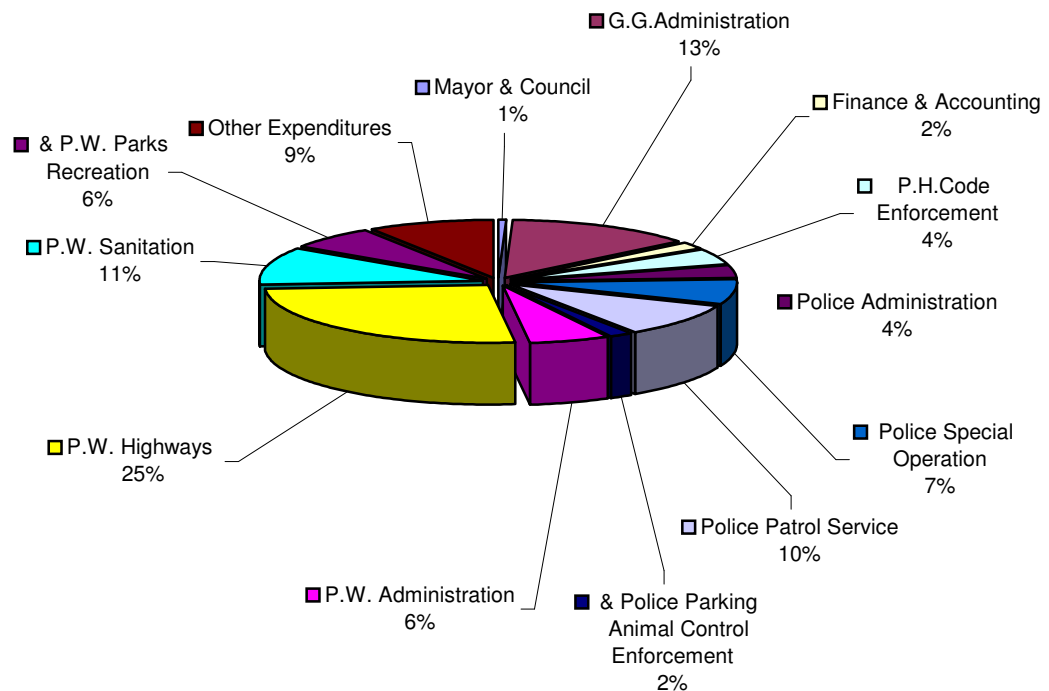
FUND BALANCE EXPLANATIONS:

1. ENCUMBRANCES: Commitments related to unperformed contracts for goods and services.
2. FUND BALANCE:
 - a. Reserved Fund Balance - An account used to earmark a portion of the fund balance to indicate that it is not appropriated for expenditures and is used to earmark a portion of fund equity as legally segregated for a specific future use.
 - b. Unreserved Fund Balance:
 - Designation of Fund Balance - Portion of the fund balance identified by management to reflect tentative plans or commitments of governmental resources.
 - Undesignated Fund Balance- Portion of the fund balance which has not been designated or reserved.
3. PRIOR YEAR SURPLUS: This source of funds comes from the prior year's excess revenues over expenditures to support the current year's budget. It creates a source of revenues to fund current expenditures for which current operating revenues are not sufficient.
4. OPERATING RESERVE CARRYOVER: Presently, \$250,000 is budgeted as a revenue and expenditure for operating reserve carryover.

WHERE FUNDS COME FROM \$10,431,502



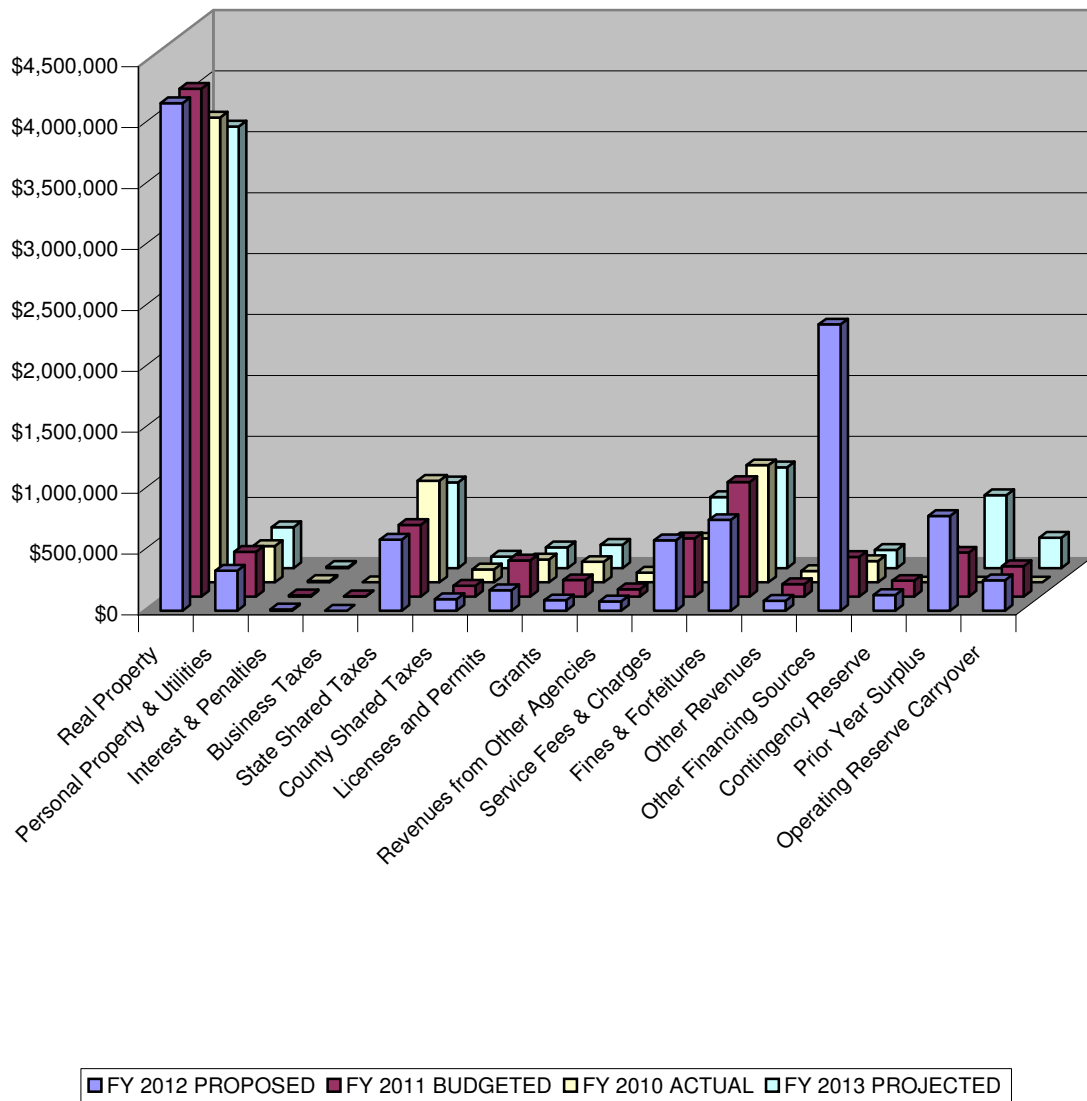
WHERE FUNDS GO 10,431,502



**THIS
PAGE
INTENTIONALLY
LEFT
BLANK**

FY 2012 BUDGET
REVENUES AND RESOURCES

REVENUES & RESOURCES COMPARISON



Note: There are 15 different categories of revenues including appropriated surpluses.

**F.Y. 2012 CURRENT EXPENSE BUDGET
REVENUES AND RESOURCES**

GENERAL PROPERTY TAXES

- 01-1000-30100 Real Property:** Levied upon the assessed value of all real estate within the City.
- 01-1000-30150 Bus. Real Property - Public Safety:** An additional real property tax rate of 15 cents per \$100 value of all real property levied on businesses to enhance public safety in the business area.
- 01-1000-30200 Personal Property - Businesses:** Levied upon the assessed value of all inventory, stock and personal business assets of incorporated and unincorporated businesses.
- 01-1000-30250 Personal Property - Public Safety:** An additional assessment of 15 cents per \$100 value of all business personal property assessment to enhance public safety in the business area.
- 01-1000-30300 Property of Railroads & Public Utilities:** Levied upon the inventory and domestic shares of railroads and public utilities within the City.
- 01-1000-30510 Penalties / Interest:** Interest income from past due General Property Taxes.

BUSINESS TAXES

- 01-1000-30650 Admissions & Amusements:** Levied at a rate of 4 1/4% for swimming pools, 10% for motion picture theaters and coin-operated amusement devices, and 6% for all other entertainment, and on amusement activities for which an entrance fee is charged. Distribution is made quarterly.

STATE SHARED TAXES

- 01-1000-31610 Highway User & Motor Vehicle Tax:** 17.5% of the tax receipts on motor fuel and vehicle registrations are distributed to the counties and municipalities. The County receives one-half in the same ratio that its road mileage bears to the total road mileage in the State, and one-half based on the ratio of vehicles in the County to the total number of vehicles in the state. The City then receives a percentage based on the ratio of mileage of City streets to the total mileage of all streets in the County, and also a percentage based on the ratio of vehicle registrations in the City to the total vehicle registrations in the County. This year's revenue is again based on 7,307 registered vehicles and 22.79 miles of roadway in the City of New Carrollton. Distribution is made monthly.
- 01-1000-31620 Income Taxes:** The State Comptroller is required to annually certify the amount of the State Income Tax liability of the residents of each municipality and special taxing district and to return 8.5% of the total for each jurisdiction to the respective governments. Distribution is made quarterly.

COUNTY SHARED TAXES

- 01-1000-31630 P.G. County Disposal Fee Rebate:** Prorated distribution to municipalities, based on the City's population, for the cost of Prince George's County's bulky trash collection service included in the landfill fees paid by the City.

Revenues Continued

- 01-1000-31650 Hotel / Motel Tax:** This distribution equals 25% of the 5% room tax collected by Prince George's County.
- 01-1000-31700 Payment in Lieu of Bank Stocks:** A tax on shares of stock of banks and finance corporations doing business in the State. When a financial institution subject to this tax was located in a municipality, the proceeds were divided between the county and municipality. This tax was discontinued as of July 1, 1968. The state, however, compensated the counties for their loss of revenue. The counties, in turn were required to make an annual grant to each municipality equal to the amount they received through the tax in the 1968 fiscal year. Distribution is on annual basis.

LICENSES AND PERMITS

- 01-1000-32100 State Traders & Peddlers:** Receipts from license fees paid to the State by businesses operating within the City. Ninety-two percent (92%) of the fees are, in turn, distributed to the City. Distribution is made several times during the year with the bulk of revenues received by municipalities in May of each year.
- 01-1000-32150 City Business License:** From annual license fees paid to the City by each local business.
- 01-1000-32200 XFINITY Franchise Fees:** Five percent (5%) of gross subscriber charges received by the Cable Television Franchisee (Comcast) from municipal residents are returned to the City in accordance with the provisions of the City Franchise Agreement. Distribution is made quarterly.
- 01-1000-32210 Verizon Cable Franchise Fees:** Five percent (5%) of gross subscriber charges received by the Cable Television Franchisee (Verizon) from municipal residents are returned to the City in accordance with the provisions of the City Franchise Agreement. Distribution is made quarterly.
- 01-1000-32300 Tower Franchise Fees:** Proceeds from an agreement with Nextel for the lease of tower space at the City's Sports Park. Distributions are made monthly.
- 01-1000-32310 Verizon Property Lease:** Proceeds from an agreement with Verizon for the lease of property at \$600 a month.
- 01-1000-32320 Cricket Communication Franchise Fees:** Franchise fees agreed with Cricket Communication.
- 01-1000-32330 Tower Company Easement Purchase:** Sale price represents the easement of land at 7500 Good Luck Road, New Carrollton to TCO Assets Land L.L.C for the cell phone tower.
- 01-1000-32400 Building Permit Fees:** Fees charged to issue building construction and repair permits.

F.Y. 2012 BUDGET
REVENUE AND RESOURCE
COMPARISON WITH PRIOR YEARS

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>GENERAL PROPERTY TAXES</u>						
01-1000-30100	Real Property	\$3,764,094	\$4,085,592	\$4,085,592	\$3,558,708	0.00%
01-1000-30150	Bus. Real Property - Public Safety	50,689	81,600	80,173	66,500	-1.75%
01-1000-30200	Personal Property - Businesses	233,147	309,000	265,000	275,000	-14.24%
01-1000-30250	Personal Property - Public Safety	20,556	16,400	20,500	16,800	25.00%
01-1000-30300	Property of Railroads & Public Utilities	44,606	43,000	44,000	45,000	2.33%
01-1000-30510	Penalties / Interest	11,881	10,500	11,500	10,500	9.52%
	Sub-Total	\$4,124,973	\$4,546,092	\$4,506,765	\$3,972,508	-0.87%
<u>BUSINESS TAXES</u>						
01-1000-30650	Admissions & Amusements	\$1,178	\$2,500	\$1,500	\$2,500	-40.00%
	Sub-Total	\$1,178	\$2,500	\$1,500	\$2,500	-40.00%
<u>STATE SHARED TAXES</u>						
01-1000-31610	Highway User & Motor Vehicle Tax	\$40,300	\$14,000	\$14,000	\$30,000	0.00%
01-1000-31620	Income Taxes	793,887	575,000	570,000	675,000	-0.87%
	Sub-Total	\$834,187	\$589,000	\$584,000	\$705,000	-0.85%
<u>COUNTY SHARED TAXES</u>						
01-1000-31630	P.G. County Disposal Fee Rebate	\$33,468	\$33,467	\$33,467	\$33,467	0.00%
01-1000-31650	Hotel / Motel Tax	72,507	56,000	62,000	62,500	10.71%
01-1000-31700	Payment in Lieu of Bank Stocks	\$39	20	20	20	0.00%
	Sub-Total	\$106,014	\$89,487	\$95,487	\$95,987	6.70%
<u>LICENSES AND PERMITS</u>						
01-1000-32100	State Traders & Peddlers	\$11,546	\$8,500	\$9,500	\$10,750	11.76%
01-1000-32150	City Business License	11,005	11,000	11,000	11,500	0.00%
01-1000-32200	XFinity Franchise Fees	88,732	79,500	90,500	90,500	13.84%
01-1000-32210	Verizon Cable Franchise Fees	47,998	35,600	45,000	47,000	26.40%
01-1000-32300	Tower Franchise Fees	13,200	0	0	0	0.00%
01-1000-32310	Verizon Property Lease	7,200	7,200	7,200	7,200	0.00%
01-1000-32320	Cricket Communication Franchise Fees	4,800	2,400	2,400	2,400	100.00%
01-1000-32330	Tower Company Easement Purchase	0	148,000	0	0	-100.00%
01-1000-32400	Building Permit Fees	2,705	3,500	2,500	2,700	-28.57%
	Sub-Total	\$187,186	\$295,700	\$168,100	\$172,050	-43.15%

INTERGOVERNMENTAL GRANTS

- 01-1000-33700 State Aid For Police Protection:** Funds from general revenues of the State based upon the ratio of the City's expenditures for police services in relation to the total expenditures for police services provided by the Prince George's County Police Department and all other municipal departments in the County. Distribution is made quarterly. Estimates provided by the Maryland State Police.
- 01-1000-33710 Crime Control & Prevention Grant:** A grant received from the State of Maryland to purchase police equipment.
- 01-1000-35310 School Bus Grant:** A grant received from State of Maryland to provide safety environment at school bus stop..

REVENUE FROM OTHER AGENCIES

- 01-1000-35600 Cable TV Equip. Support Grant-Comcast:** Revenue from Comcast for improved audio/video equipment for the Public Access Channel and I-Net.
- 01-1000-35620 Cable TV Equip. Support Grant-Verizon:** Revenue from Verizon for improved audio/video equipment for the Public Access Channel and I-Net.
- 01-1000-35625 DWI, Aggressive Driving:** A grant from SHA to prevent drunk & aggressive driving.

SERVICE CHARGES - GENERAL GOVERNMENT

- 01-1000-35810 Advertising Fees:** Income received from advertising in the City newsletter, on bus shelters, etc..
- 01-1000-35820 Municipal Center Room Rent:** Revenues received from renting out the municipal center rooms.
- 01-1000-35840 General Service Fees:** Sale of maps, directories, and photocopying fees.
- 01-1000-35845 Board of Appeals Fees:** Fees for hearing residents requests for departures from county zoning and certain design standards.

SERVICE CHARGES - POLICE SERVICES

- 01-1000-35850 Fingerprint Fees:** Fees charged for finger printing.
- 01-1000-35860 Special Police Services:** Fees charged to provide special police services.

SERVICE CHARGES - CODE ENFORCEMENT

- 01-1000-35910 Rental Property Inspection:** Revenues derived from rental property licenses and the inspections of the rental dwelling units. The fee for a one year license is **\$200.00** for a single family home and **\$100.00** for a multifamily dwelling unit.
- 01-1000-35920 Property Clean up & Liens:** Revenues received from these aspects of Code Enforcement activities include reimbursements to the City from citizens for property cleanups. Sometimes payment will come via the County if the property owner has paid off the lien on this property.

REVENUES CONTINUED

SERVICE CHARGES - SANITATION SERVICE

- 01-1000-36000 Trash Pick up Service Fees:** An assessment of \$100.00 per single family residential dwelling and \$50.00 per condominium for costs as associated with trash pick up twice a week.
- 01-1000-36010 Recycling Fees:** An assessment of **\$19.00** per single family residential dwelling for costs associated with the curbside recycling program.

FINES AND FORFEITURES

- 01-1000-36110 Municipal Infractions:** Revenues received from the Code Enforcement & Police Department violation citations. These are separate from Lawn- busters or towing revenues.
- 01-1000-36150 Red-light Camera:** Revenues received from red-light cameras at traffic intersections.
- 01-1000-36155 Speed Camera:** Revenues from speed cameras placed at school zones.
- 01-1000-36160 Vehicle Control Fines & Towing:** Income from the release of impounded vehicles from towing as a result of Code Enforcement & Police Department efforts related to unauthorized or non-compliant motor vehicles. Also, revenue received as a result of non- moving violation citations written by Code Enforcement & Police Department.

F.Y. 2012 BUDGET
REVENUE AND RESOURCE
COMPARISON WITH PRIOR YEARS

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>INTERGOVERNMENTAL GRANTS</u>						
01-1000-33700	State Aid for Police Protection	\$107,256	\$81,000	\$86,000	\$82,000	6.17%
01-1000-33710	Crime Control & Prevention Grant	60,736	49,350	0	110,000	-100.00%
01-1000-35310	School Bus Grant	0	5,000	0	0	0.00%
	Sub-Total	\$167,992	\$135,350	\$86,000	\$192,000	-36.46%
<u>REVENUE FROM OTHER AGENCIES</u>						
01-1000-35600	Cable TV Equip. Support Grant-Comcast	\$52,097	\$43,000	\$47,000	\$48,000	9.30%
01-1000-35620	Cable TV Equip. Support Grant-Verizon	27,527	17,000	29,000	27,000	70.59%
01-1000-35625	DWI , Aggressive Driving	0	0	0	0	0.00%
	Sub-Total	\$79,624	\$60,000	\$76,000	\$75,000	26.67%
<u>SERVICE CHARGES - GENERAL GOVERNMENT</u>						
01-1000-35810	Advertising Fees	\$5,642	\$2,500	\$3,500	\$2,100	40.00%
01-1000-35820	Municipal Center Room Rent	1,850	1,500	1,600	2,250	6.67%
01-1000-35840	General Service Fees	0	500	500	500	0.00%
01-1000-35845	Board of Appeals Fees	400	1,100	400	400	-63.64%
<u>SERVICE CHARGES - POLICE SERVICES</u>						
01-1000-35850	Fingerprint Fees	\$985	\$1,100	\$1,100	\$1,200	0.00%
01-1000-35860	Special Police Services	48,955	7,500	25,500	14,500	240.00%
<u>SERVICE CHARGES - CODE ENFORCEMENT</u>						
01-1000-35910	Rental Property Inspection	\$200,165	\$184,700	\$186,500	\$202,000	0.97%
01-1000-35920	Property Clean up & Liens	59,446	36,500	37,000	37,700	1.37%
<u>SERVICE CHARGES - SANITATION SERVICE</u>						
01-1000-36000	Trash Pick up Service Fees	\$0	\$200,000	\$280,000	\$280,000	100.00%
01-1000-36010	Recycling Fees	42,600	42,600	42,600	42,600	0.00%
	Sub-Total	\$360,043	\$478,000	\$578,700	\$583,250	21.07%
<u>FINES AND FORFEITURES</u>						
01-1000-36110	Municipal Infractions	\$3,060	\$2,500	\$2,500	\$5,133	0.00%
01-1000-36150	Red-light Camera	9,548	0	1,000	500	#DIV/0!
01-1000-36155	Speed Camera	723,200	750,000	550,000	600,000	100.00%
01-1000-36160	Vehicle Control Fines & Towing	225,768	187,000	192,000	221,500	2.67%
	Sub-Total	\$961,576	\$939,500	\$745,500	\$827,133	-20.65%

INTEREST AND DIVIDENDS

01-1000-36260 Interest Earned on Investments: Income and dividends from investing municipal funds in interest bearing Federally guaranteed securities.

OTHER REVENUES

01-1000-36280 Municipal Center Lease - P.G. County: Pro rata charges paid under lease agreement for the operation and maintenance of the section of the Municipal Center that is occupied by the Prince George's County Building Permit Division.

01-1000-36300 Scrap Metal & Paper: Scrap metal and newspaper recycling revenues.

01-1000-36320 Seized Revenues: Cash or other assets seized from residents doing illegal activities in the City.

01-1000-36325 TIF & Bond Counsel: Funds for bond counseling and financial advising provided by Metro view Developers.

01-1000-36350 Right-of-Way Fees: Income received annually from Verizon for use of the City-Owned right-of-way in which communication cable has been buried.

01-1000-36370 Pension Rebate: Rebate from overpayment into State Retirement Pension Fund in previous years.

01-1000-36400 Miscellaneous Revenues: Revenues from sources not otherwise classified.

01-1000-36600 Weinbach Scholarship Grant: Proceeds received from annual fund-raisers and individual donations used to provide college scholarship assistance to deserving youth of the City.

OTHER FINANCING SOURCES

01-1000-36700 Bond Proceeds – Street Repair: Local Government Infrastructure Bond, maturing in year 2031, issued in August 2011 for the improvement of street.

01-1000-36720 Loan Proceeds – PNC Bank: Funds borrowed on a five year Master Lease Purchase Agreement from PNC Bank. This line of credit is to be utilized for the lease purchase of capital equipment.

APPROPRIATED SURPLUSES

01-1000-36810 Designated for Street Repair: Funds designated during prior years for street repairs.

01-1000-36820 Designated for Bridge Repair: Funds designated during prior years for bridge repairs.

01-1000-36830 Designated for Sidewalk Repair: Funds designated during prior years for sidewalk repairs.

Revenues Continued

- 01-1000-36840 Contingency Reserve:** Represents that portion of unencumbered fund balance that will be used to support the current budget.
- 01-1000-36850 Undesignated Prior Year Surplus:** Represents that portion of unencumbered fund balance that will be used to support the current budget.
- 01-1000-36900 Operating Reserve Carryover:** Carryover of Fiscal Year 2010 Reserve Funds as established by Chapter 1, Article V of the City's Code of Ordinances, 1997 Edition. Funds to be spent in last 3 months of fiscal year.

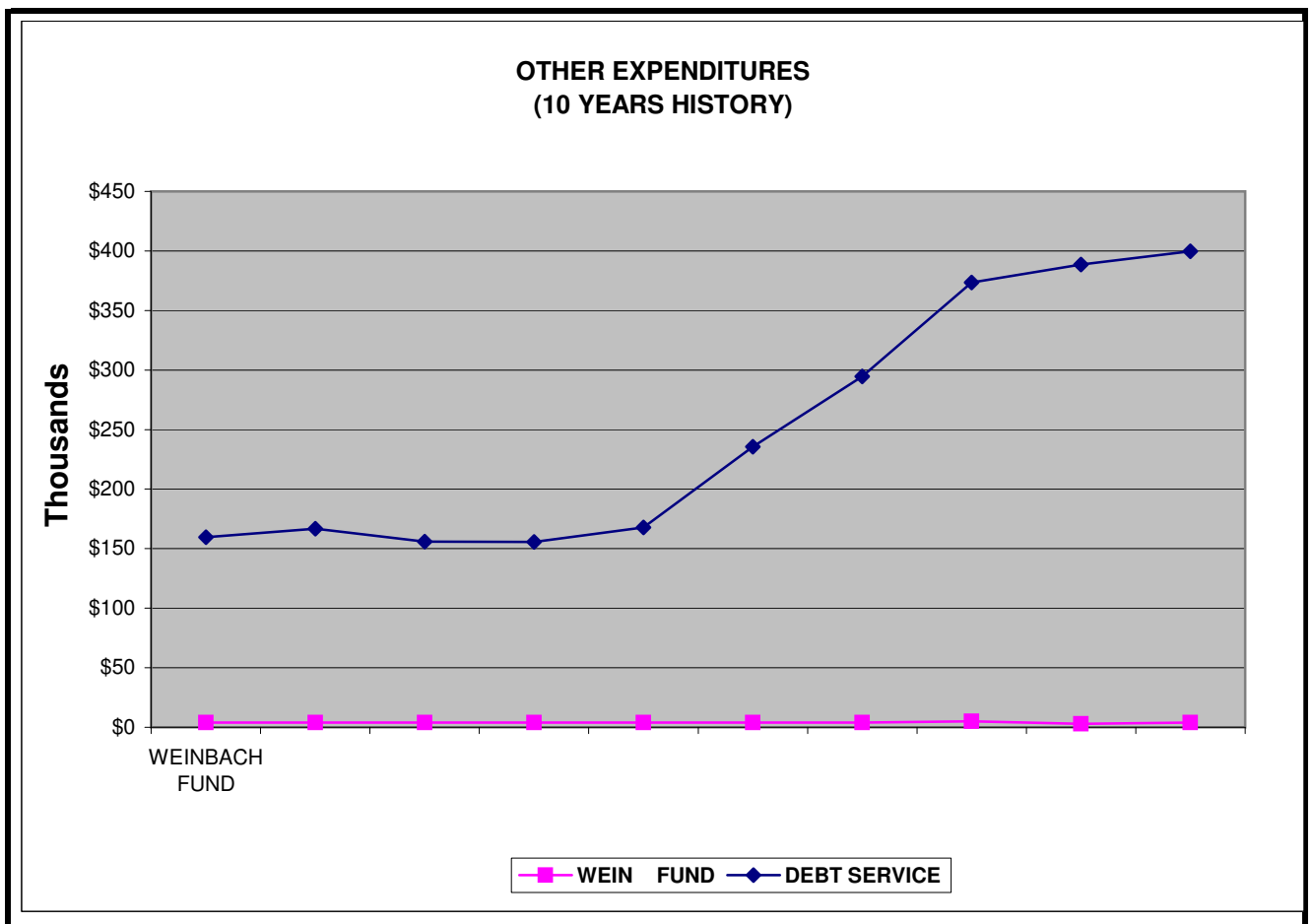
F.Y. 2012 BUDGET
REVENUE AND RESOURCE
COMPARISON WITH PRIOR YEARS

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>INTEREST AND DIVIDENDS</u>						
01-1000-36260	Interest Earned on Investments	\$8,330	\$20,500	\$8,000	\$12,000	-60.98%
	Sub-Total	\$8,330	\$20,500	\$8,000	\$12,000	-60.98%
<u>OTHER REVENUES</u>						
01-1000-36280	Municipal Center Lease - P.G. County	\$0	\$0	\$0	\$0	0.00%
01-1000-36300	Scrap Metal & Paper	3,332	2,500	2,750	2,797	10.00%
01-1000-36320	Seized Revenues	495	2,500	500	3,500	-80.00%
01-1000-36325	TIF & Bond Counsel	0	0	0	0	0.00%
01-1000-36350	Right-of-Way Fees	16,140	16,000	16,000	16,000	0.00%
01-1000-36370	Pension Rebate	34,456	33,000	33,200	33,500	0.61%
01-1000-36400	Miscellaneous Revenues	30,174	26,500	20,500	21,500	-22.64%
01-1000-36600	Weinbach Scholarship Grant	0	2,000	500	2,000	-75.00%
	Sub-Total	\$84,597	\$82,500	\$73,450	\$79,297	-10.97%
<u>OTHER FINANCING SOURCES</u>						
01-1000-36700	Bond Proceeds	\$0	\$0	\$2,000,000	\$0	0.00%
01-1000-36720	Loan Proceeds - PNC Bank	175,000	325,000	350,000	150,000	7.69%
	Sub-Total	\$175,000	\$325,000	\$2,350,000	\$150,000	623.08%
<u>APPROPRIATED SURPLUSES</u>						
01-1000-36810	Designated for Street Repair	\$0	\$0	\$0	\$0	0.00%
01-1000-36820	Designated for Bridge Repair	0	0	0	0	0.00%
01-1000-36830	Designated for Sidewalk Repair	0	0	0	0	0.00%
01-1000-36840	Contingency Reserve		130,000	130,000	130,000	0.00%
01-1000-36850	Undesignated Prior Year Surplus	0	361,000	778,000	600,000	115.51%
01-1000-36900	Operating Reserve Carryover	0	250,000	250,000	250,000	0.00%
	Sub-Total	\$0	\$741,000	\$1,158,000	\$980,000	56.28%
TOTAL FUNDS AVAILABLE		\$7,090,700	\$8,304,629	\$10,431,502	\$7,846,725	25.61%

**THIS
PAGE
INTENTIONALLY
LEFT
BLANK**

**OTHER EXPENDITURES:
NON-DEPARTMENTAL
EXPENDITURES**

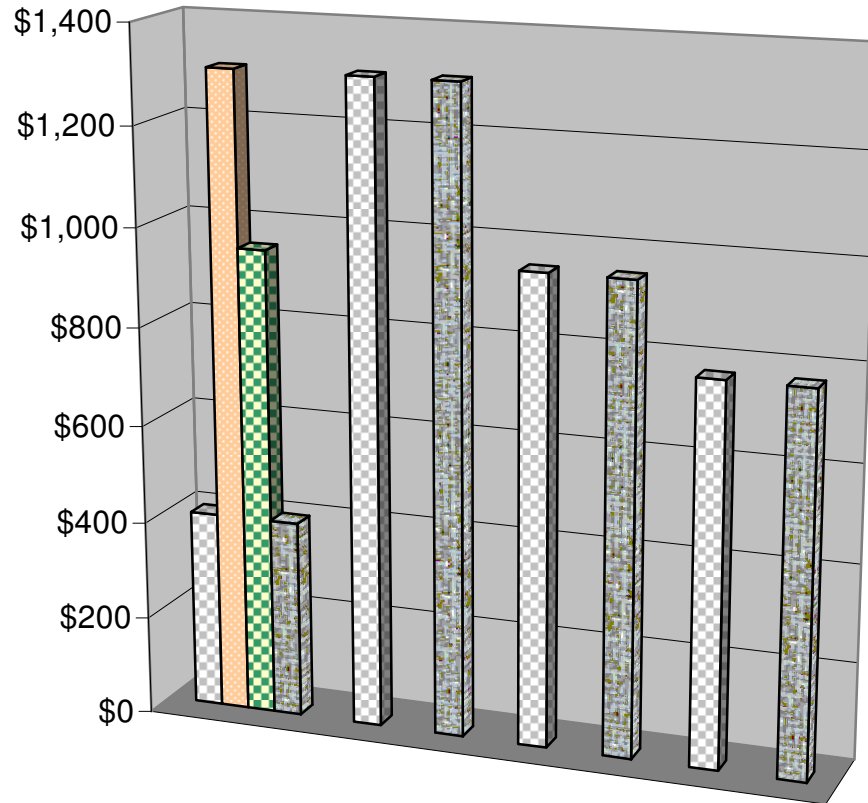
These expenditures are not part of a departmental operational budget and are accounted for separately.



**THIS
PAGE
INTENTIONALLY
LEFT
BLANK**

OTHER EXPENDITURES

Thousands



■ FY 2010 ACTUAL

■ FY 2011 BUDGETED

■ FY 2012 PROPOSED

■ FY 2013 PROJECTED

F.Y. 2012 BUDGET

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OTHER EXPENSES

Miscellaneous

- 01-4510-60110 Debt Serv. - P.W. Facility Principal:** Bonds for the Public Works Facility were refinanced in 1998 at a rate of 4.41%. The Facility will be paid off in 2011.
- 01-4510-60120 Debt Serv. - Street & Bridge Principal:** Bonds for one million dollars issued for the improvement and replacement of bridges and streets at 4.33%. Matures in year 2025.
- 01-4510-60130 Debt Serv. – Street Principal:** Bonds for two million dollars issued for the improvement of City streets at a rate of 4.25%. The bond will be fully paid 2031.
- 01-4510-60510 Debt Serv. - P.W. Facility Interest:** Interest payable at a rate of 4.41% until FY 2011.
- 01-4510-60520 Debt Serv. - Street & Bridge Interest:** Interest payable at 4.33% for the streets and bridges work.
- 01-4510-60530 Debt Serv. – Street Work Bond Interest:** Interest payable at 4.25% for the street improvement.
- 01-4510-61000 Debt Serv. – Bond Issuing Cost:** Cost involved in the issuance of two million bond for the improvement of the City 's street.
- 01-4510-61110 Debt Serv. - Vehicle Loan Principal FY 2005:** Annual debt service for repayment of funds that provided for the lease purchase of one light truck and three Salt Spreaders for Public Works and a vehicle for Code Enforcement.
- 01-4510-61115 Debt Serv. - Vehicle Loan Principal FY 2006:** Purchase of vehicles for Public Works worth \$122,000.
- 01-4510-61120 Debt Serv. – Vehicle Loan Principal FY 2007:** Annual principal for vehicles purchased on a lease for Public Works department in FY 2007.
- 01-4510-61130 Debt Serv. - Vehicle Loan Principal FY 2008 :** Annual principal repayment of loan \$300,000 borrowed from National City, L.L.C for the purchase of vehicles and equipments at the rate of 4.30%.
- 01-4510-61135 Debt Serv. - Vehicle Loan Principal FY 2009 :** Annual principal repayment of loan \$200,000 borrowed from National City, L.L.C for the purchase of vehicles and equipments at the rate of 4.30%.
- 01-4510-61140 Debt Serv. - Vehicle Loan Principal FY 2010:** Annual principal repayment of loan \$175,000 borrowed from Commercial Bank for the purchase of vehicles and equipments at the rate of 6%.
- 01-4510-61145 Debt Serv. - Vehicle Loan Principal FY 2011:** Annual principal repayment of loan \$325,000 borrowed from PNC Bank for the purchase of vehicles and equipments at the rate of 2.40%.
- 01-4510-61150 Debt Serv. - Vehicle Loan Principal FY 2012:** Annual principal repayment of loan \$325,000 borrowed from PNC Bank for the purchase of vehicles and equipments at the rate of 2.40%.

OTHER EXPENSES
Miscellaneous (continued)

01-4510-61510	Debt Serv. - Vehicle Loan Interest FY 2005: Interest paid at 4.33% for Public Works Equipment and at 4.61% for the Code Enforcement car. Repayment for both will be complete in FY 2010.
01-4510-61515	Debt Serv. - Vehicle Loan Interest FY 2006: Interest payable on vehicles purchased in FY 2006.
01-4510-61520	Debt Serv. - Vehicle Loan Interest FY 2007: Annual interest payment for vehicles purchased on lease for Public Works department in FY 2007.
01-4510-61530	Debt Serv. - Vehicle Loan Interest FY 2008: Annual interest payment of loan \$300,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.
01-4510-61535	Debt Serv. - Vehicle Loan Interest FY 2009: Annual interest payment of loan \$200,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.
01-4510-61540	Debt Serv. - Vehicle Loan Interest FY 2010: Annual interest payment of loan \$175,000 borrowed from a commercial Bank for the purchase of vehicles and equipment at the rate of 6%.
01-4510-61545	Debt Serv. - Vehicle Loan Interest FY 2011: Annual interest payment of loan \$325,000 borrowed from a commercial Bank for the purchase of vehicles and equipment at the rate of 2.40%.
01-4510-61550	Debt Serv. - Vehicle Loan Interest FY 2012: Annual interest payment of loan \$325,000 borrowed from a commercial Bank for the purchase of vehicles and equipment at the rate of 2.40%.
01-4520-62100	Contingency Reserve Carryover: Funds reserved for expenditures in the last three months of the fiscal year in accordance with City ordinance.
01-4520-62120	Operating Reserve: An amount set aside for future use.
01-4510-62122	Operating Reserve-Real Property Tax: Estimated real property tax revenue excess set aside for expenditures, in the event of any shortage incurred during the year.
01-4520-62125	Operating Reserve-Speed Camera: Estimated speed camera revenue excess set aside for public safety projects, in the event of any shortage occurred during the year.
01-4520-62150	Judgments and Losses: Reserves allocated for uninsured losses.
01-4520-62200	Weinbach Scholarship Grant: Scholarships awarded to New Carrollton Scholars.

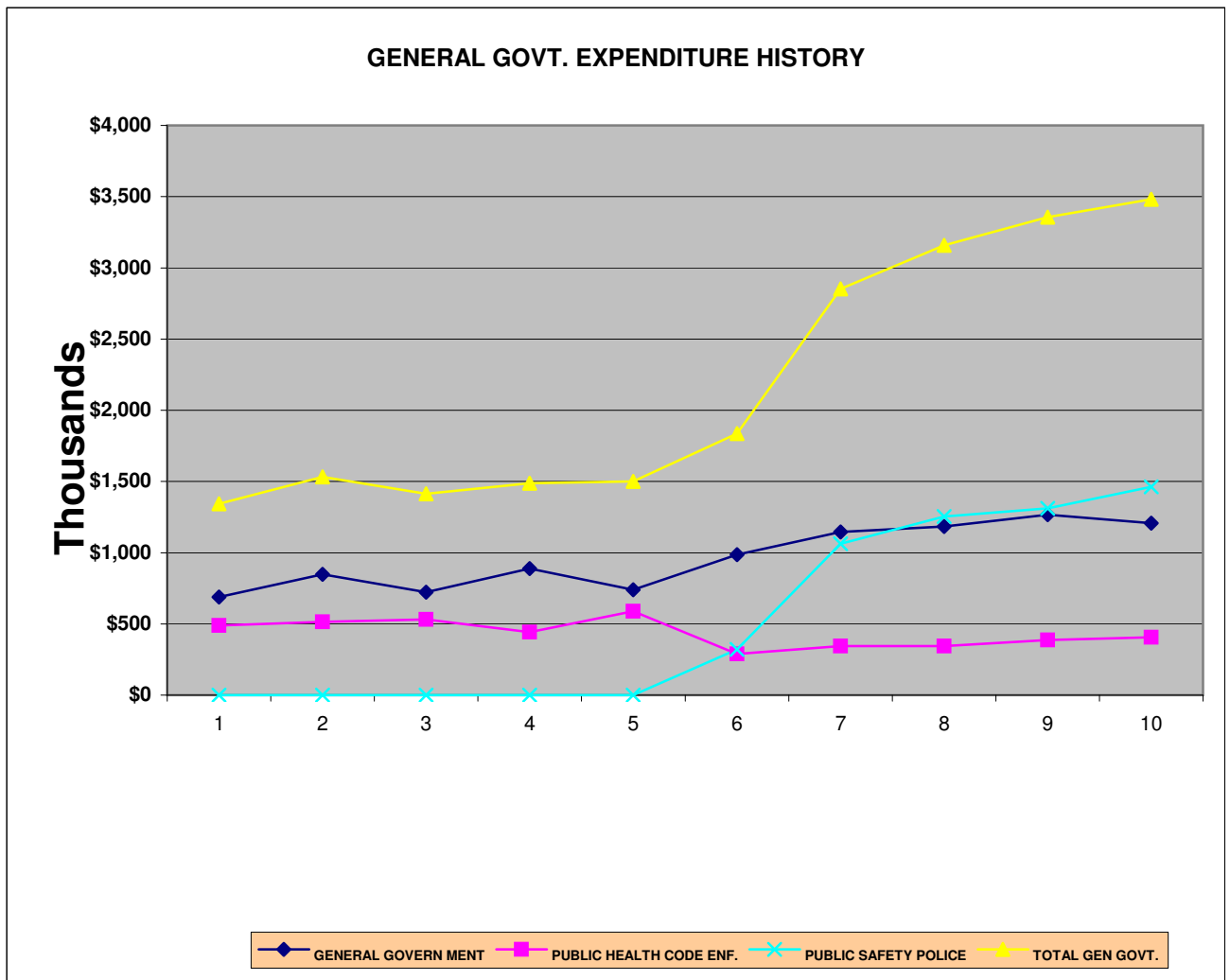
F.Y. 2012 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
FUNCTION- OTHER
ACTIVITY - MISCELLANEOUS

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>OTHER EXPENSES</u>						
01-4510-60110	Debt Serv. - P.W. Facility Principal	\$81,704	\$87,255	\$0	\$0	-100.00%
01-4510-60120	Debt Serv. - Street & Bridge Principal	39,000	40,500	42,000	43,500	3.70%
01-4510-60130	Debt Serv. - Street Work Principal	0	0	70,000	50,000	100.00%
01-4510-60510	Debt Serv. - P.W. Facility Interest	10,390	5,450	0	0	-100.00%
01-4510-60520	Debt Serv. - Street & Bridge Interest	36,845	35,306	33,630	31,850	-4.75%
01-4510-60530	Debt Serv. - Street Work Bond Interest	0	0	81,000	35,000	100.00%
01-4510-61000	Debt Serv. - Bond Issuing Cost	0	0	25,000	0	100.00%
01-4510-61110	Debt Serv. - Vehicle Loan Principal FY 2005	13,479	0	0	0	0.00%
01-4510-61115	Debt Serv. - Vehicle Loan Principal FY 2006	23,238	18,120	0	0	-100.00%
01-4510-61120	Debt Serv. - Vehicle Loan Principal FY 2007	41,402	43,425	7,500	0	-82.73%
01-4510-61130	Debt Serv. - Vehicle Loan Principal FY 2008	60,542	63,250	66,100	5,635	4.51%
01-4510-61135	Debt Serv. - Vehicle Loan Principle FY 2009	37,696	39,600	41,600	43,640	5.05%
01-4510-61140	Debt Serv. - Vehicle Loan Principle FY 2010	29,536	33,500	34,850	36,250	100.00%
01-4510-61145	Debt Serv. - Vehicle Loan Principle FY 2011	0	36,000	62,800	64,325	100.00%
01-4510-61150	Debt Serv. - Vehicle Loan Principle FY 2012	0	0	54,000	64,000	100.00%
01-4510-61510	Debt Serv. - Vehicle Loan Interest FY 2005	229	0	0	0	0.00%
01-4510-61515	Debt Serv. - Vehicle Loan Interest FY 2006	1,370	340	0	0	-100.00%
01-4510-61520	Debt Serv. - Vehicle Loan Interest FY 2007	3,497	1,500	45	0	-97.00%
01-4510-61530	Debt Serv. - Vehicle Loan Interest FY 2008	7,322	4,640	1,850	25	-60.13%
01-4510-61535	Debt Serv. - Vehicle Loan Interest FY 2009	7,474	5,600	3,650	1,550	-34.82%
01-4510-61540	Debt Serv. - Vehicle Loan Interest FY 2010	5,898	5,200	3,750	2,450	100.00%
01-4510-61545	Debt Serv. - Vehicle Loan Interest FY 2011		4,350	6,300	4,730	100.00%
01-4510-61550	Debt Serv. - Vehicle Loan Interest FY 2012			10,869	11,500	100.00%
01-4520-62100	Contingency Reserve Carryover	0	130,000	130,000	130,000	0.00%
01-4520-62120	Operating Reserve	0	250,000	250,000	250,000	0.00%
01-4520-62122	Operating Reserve-Real Property Tax	0	271,150	0	0	-100.00%
01-4520-62125	Operating Reserve-Speed Camera	0	229,725	27,549	0	100.00%
01-4520-62150	Judgements and Losses	0	400	400	400	0.00%
01-4520-62200	Weinbach Scholarship Grant	4,000	2,000	2,000	3,000	0.00%
TOTAL MISCELLANEOUS EXPENSES		\$403,622	\$1,307,311	\$954,893	\$777,855	-26.96%

**THIS
PAGE
INTENTIONALLY
LEFT
BLANK**

GENERAL GOVERNMENT: DEPARTMENTAL EXPENDITURES

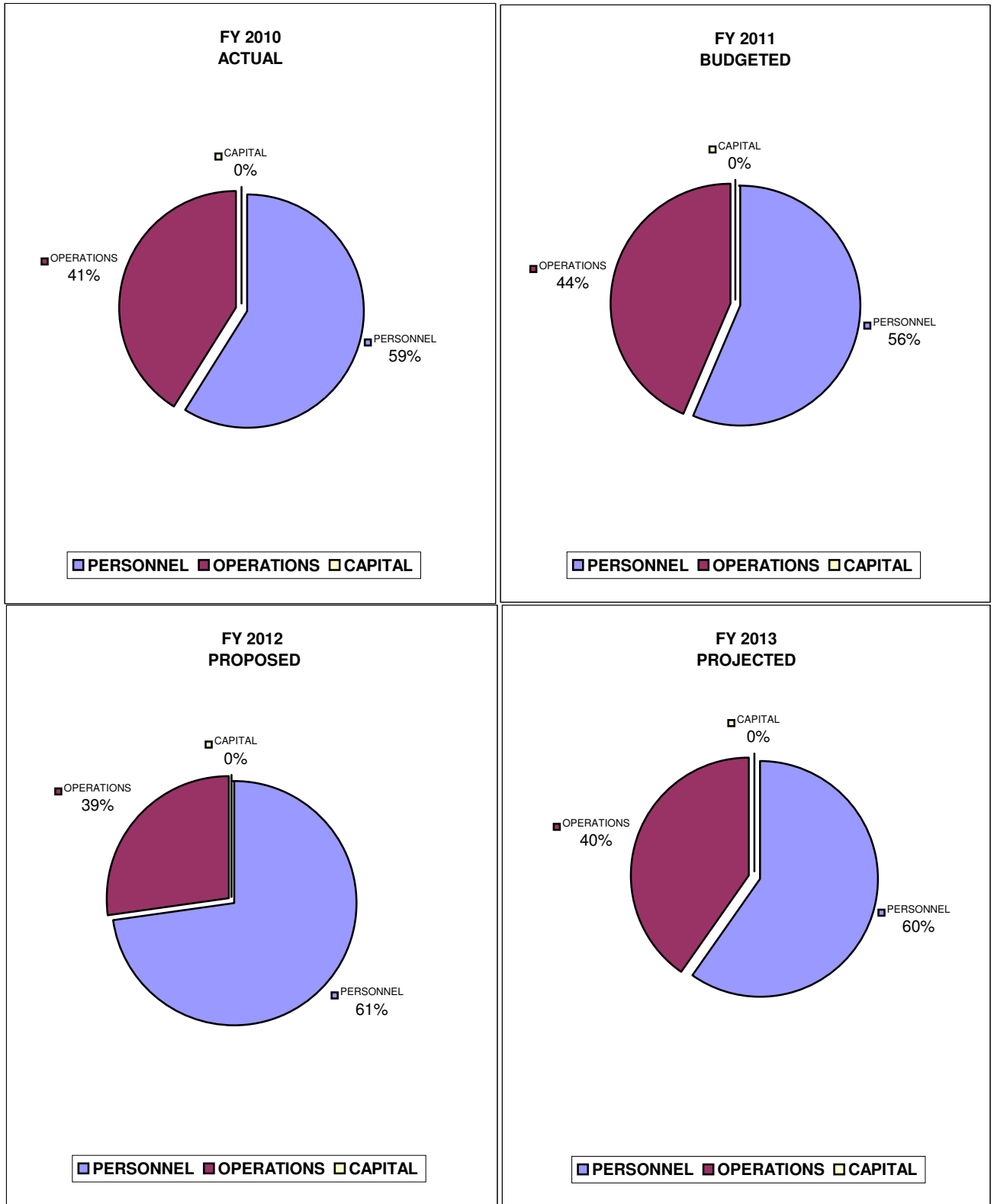
The General Government Department is responsible for accounting functions, Code Enforcement, Police Services, transporting those requiring assistance, and interfacing with the State and County administratively.



**GENERAL GOVERNMENT
MAYOR AND COUNCIL**

MISSION STATEMENT: The mission of the City Mayor is to provide the administrative leadership to ensure that the citizens and residents of the City of New Carrollton are served in a professional, efficient and ethical manner. The mission of the Council is to establish laws, regulations and policies which balance the diverse needs and interests of the city residents.

MAYOR & COUNCIL



NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

General Government - Mayor and Council

01-1110-45000 Mayor: Annual salary for Mayor.

01-1110-45100 Council: Annual salary for Council.

01-1110-46300 F.I.C.A.: Federal Insurance Contribution Act.

01-1110-47000 Worker's Compensation: Provides care for employees injured on the job.

01-1110-48000 Retirement / Pension: An employee benefit.

F.Y. 2012 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>PERSONNEL EXPENSES</u>						
01-1110-45000	Mayor	\$7,200	\$7,200	\$7,200	\$7,200	0.00%
01-1110-45100	Council	24,000	24,000	24,000	24,000	0.00%
01-1110-46300	F.I.C.A.	2,387	2,387	2,387	2,387	-0.01%
01-1110-47000	Worker's Compensation	254	450	450	450	0.00%
01-1110-48000	Retirement / Pension	1,741	4,492	4,492	4,495	0.00%
Total Personnel Expenses		\$35,582	\$38,529	\$38,529	\$38,532	0.00%

POSITIONS

General Government

Mayor	1	1	1	1
Council Members	5	5	5	5
<u>Total Executive & Legislative Positions</u>	6	6	6	6

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

General Government - Mayor and Council

- 01-1110-50400 Advertising:** Cost of publication of legal notices, help-wanted ads, etc.
- 01-1110-52500 Computer Supplies:** Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
- 01-1110-52520 Office Supplies & Printing:** Stationery, miscellaneous office supplies and materials necessary for the operations of the General Government.
- 01-1110-53510 Dues & Subscriptions:** Membership in various associations and subscriptions for magazines and journals that can enhance the employees' skills.
- 01-1110-53540 Travel & Meetings:** Expenses incurred by Mayor & Council while on official City business, including court attendance expenses, mileage, parking, tolls and accommodations, etc.
- 01-1110-54010 Telephones:** Monthly expense incurred in the use of office telephones including long distance calls.
- 01-1110-54020 Cell Phones:** Monthly expense incurred in the use of cell phones including long distance calls.
- 01-1110-54080 Postage:** Postage for all correspondence.
- 01-1110-54300 Fire Department Grant:** Annual grant to West Lanham Hills VFD/Rescue Squad.
- 01-1110-54310 Transformation Foundation:** Annual grant to Transformation Foundation, Inc., an organization that provides programs for young people counseling against drugs and criminal activities.
- 01-1110-54600 Recycling Committee:** Expenditures to assist the Recycling Committee in promoting recycling, e.g., banners, and flyers.
- 01-1110-54610 Education Committee:** Funds for the operation of the City's Education Committee.
- 01-1110-54620 Welcome Committee:** Cost of supplies to provide welcome packages for new residents.
- 01-1110-54660 Weinbach Scholarship Committee:** Funds for the operation of Weinbach Scholarship Committee. The cost in connection with the fund collection will be recovered when the collection received from the committee.

F.Y. 2012 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>OPERATING EXPENSES</u>						
01-1110-50400	Advertising	\$0	\$1,200	\$0	\$0	0.00%
01-1110-52500	Computer Supplies	0	500	500	500	0.00%
01-1110-52520	Office Supplies & Printing	0	500	500	500	0.00%
01-1110-53510	Dues & Subscriptions	239	1,077	500	500	-53.57%
01-1110-53540	Travel & Meetings	16,634	16,500	7,000	18,500	-57.58%
01-1110-54010	Telephones	0	0	0	0	0.00%
01-1110-54020	Cell Phones	0	0	0	0	0.00%
01-1110-54080	Postage	0	0	0	0	0.00%
01-1110-54300	Fire Department Grant	5,000	5,000	5,000	5,000	0.00%
01-1110-54310	Transformation Foundation	2,500	2,500	0	0	-100.00%
01-1110-54600	Recycling Committee	0	0	0	0	0.00%
01-1110-54610	Education Committee	0	0	0	0	0.00%
01-1110-54620	Welcome Committee	423	1,000	500	500	-50.00%
01-1110-54660	Weinbach Scholarship Committee	0	1,500	500	500	0.00%
Total Operating Expenses		\$24,796	\$29,777	\$14,500	\$26,000	-51.30%

FY 2012

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

General Government - Mayor and Council

35

**THIS
PAGE
INTENTIONALLY
LEFT
BLANK**

GENERAL GOVERNMENT - ADMINISTRATION
GENERAL MANAGEMENT:

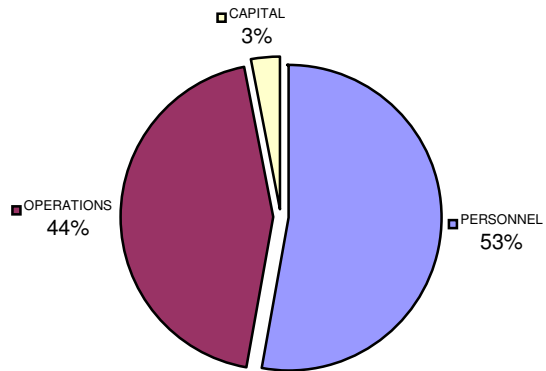
MISSION STATEMENT: To plan, manage and administer a wide range of activities in the General Government area. These activities include community relations and general government management. In the area of community relations, the administration interacts with citizens and handles citizens' complaints and concerns, schedules the van for senior citizens and handicapped persons, schedules the use of the Multi-Purpose Room, administers the numerous City parks and ball fields, and produces the monthly City Newsletter. In the management of the general government area, the administration records and keeps the official minutes of City Council meetings, develops the annual budget, administers the benefits for City Employees, handles accounts receivable/payable and the general ledger, and handles miscellaneous billings for property taxes. The administration also manages the computer system and works on a variety of special projects. The administration serves the public, the Mayor, and the City Council as capably and efficiently as possible. Ensure public services are delivered efficiently and cost effectively.

PROGRAM GOALS:

1. To continue serving the public, the Mayor and the City Council as capably and efficiently as possible.
2. To enforce the health and safety codes and ordinances of the City of New Carrollton in a thorough, unbiased and efficient manner.
3. To provide the public with timely, relevant information via a multitude of mediums.

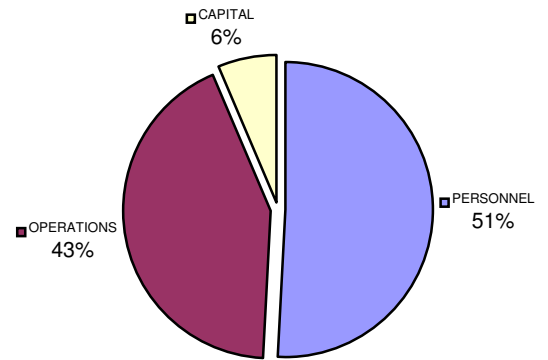
GENERAL GOVERNMENT ADMINISTRATION

**FY 2010
ACTUAL**



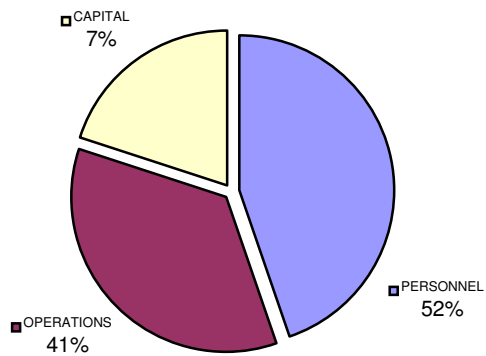
■ PERSONNEL ■ OPERATIONS ■ CAPITAL

**FY 2011
BUDGETED**



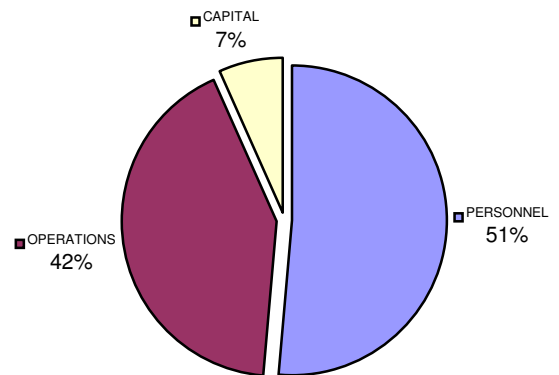
■ PERSONNEL ■ OPERATIONS ■ CAPITAL

**FY 2012
PROPOSED**



■ PERSONNEL ■ OPERATIONS ■ CAPITAL

**FY 2013
PROJECTED**



■ PERSONNEL ■ OPERATIONS ■ CAPITAL

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

General Government

- 01-1510-45200 Administrative Officer:** Annual salary.
- 01-1510-45250 Treasurer:** Annual compensation.
- 01-1510-45400 Employee Services:** Salaries and accruals of Asst. Administrative Officer, City Clerk, Janitor, two part time security personnel, senior van driver, secretarial and clerical employees.
- 01-1510-46100 Performance Bonuses:** Provides bonuses to employees as determined by the Mayor.
- 01-1510-46300 F.I.C.A.:** Federal Insurance Contribution Act.
- 01-1510-46500 Health & Life Insurance:** Provides group health, dental, life and disability insurance for employees.
- 01-1510-46600 Health Insurance - Connect Your Care:** Reimbursement of health insurance deductible.
- 01-1510-46700 Employee Assistance Program:** This program provides substance abuse counseling, financial counseling, family relationship counseling and a wide range of services.
- 01-1510-47000 Worker's Compensation:** Provides care for employees injured on the job.
- 01-1510-48000 Retirement / Pension:** An employee benefit.

F.Y. 2012 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>PERSONNEL EXPENSES</u>						
01-1510-45200	Administrative Officer	\$80,150	\$80,150	\$82,555	\$86,682	3.00%
01-1510-45250	Treasurer	1,800	1,800	1,800	1,800	0.00%
01-1510-45400	Employee Services	282,625	318,250	319,278	328,856	0.32%
01-1510-46100	Performance Bonuses	0	0	0	0	0.00%
01-1510-46300	F.I.C.A.	28,058	30,615	30,878	31,926	0.86%
01-1510-46500	Health & Life Insurance	35,536	47,450	76,050	64,500	60.27%
01-1510-46600	Health Insurance - Connect Your Care	49,040	72,000	72,000	75,000	0.00%
01-1510-46700	Employee Assistance Program	3,030	3,500	3,500	3,500	0.00%
01-1510-47000	Worker's Compensation	7,046	10,447	10,962	11,230	4.93%
01-1510-48000	Retirement/Pension	22,852	40,546	44,644	44,000	10.11%
Total Personnel Expenses		\$510,137	\$604,758	\$641,667	\$647,495	6.10%

POSITIONS

Full -Time

Administrative Officer	1	1	1	1
Asst. Administrative Officer	1	1	1	1
City Clerk	1	1	1	1
Administrative Assistant	1	1	1	1
Janitor	1	2	2	2
Total Full -Time	5	6	6	6

Part-Time

City Treasurer	1	1	1	1
Evening Security	2	2	3	3
Recording Secretary	1	1	1	1
Secretary	1	1	1	1
Intern	1	1	0	0
Senior Van Driver	1	1	1	1
Cable TV Operators	5	5	5	5
Total Part - Time	12	12	12	12
<u>Total Gen. Govt. Admin. Positions</u>	17	18	18	18

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

General Government

- 01-1510-50200 Computer & IT Support:** Payments for the use of proprietary accounting software and professional technical assistance for the City's main computer system and the networking of the computer lab at the Hanko Building.
- 01-1510-50220 Website Services:** Includes continued upgrade and maintenance of web hosting services for the City's website.
- 01-1510-50300 Legal Services:** Fees for the City Attorney's legal counsel and related costs.
- 01-1510-50320 Engineering Services:** Fees paid to engineering firms for consulting, planning and engineering.
- 01-1510-50400 Advertising:** Cost of publication of legal notices, help-wanted ads, etc.
- 01-1510-50430 Cable Television Operations:** Supplies, parts and service fees for equipment operators for City Council meetings, updating of the character generator and supplies to run cable related meetings.
- 01-1510-50450 City Newsletter:** Printing and postage of the New Carrollton News.
- 01-1510-50460 HVAC System Cleaning:** To clean all ten outflow units located on the roof of the Municipal Center and to disinfect heating and air conditioning systems.
- 01-1510-50700 General Liability Insurance:** General insurance mainly covers the City's buildings, inventories, etc.
- 01-1510-50710 Auto Insurance:** Policies protecting City in the event of claims for bodily injuries and property damages due to auto accident.
- 01-1510-50720 Public Officials Liability & Bonding:** Includes bonds for storm water management, employee dishonesty, City Treasurer, and professional liability insurance for elected officials and staff.
- 01-1510-50750 Equipment Maintenance Contracts:** Costs associated with maintenance agreement for air conditioning and facility environmental systems.
- 01-1510-50760 Office Equipment Maintenance Contracts:** Costs associated with maintenance, repair, and leasing of the copy machine, postage meter; etc.
- 01-1510-52100 Building Maintenance & Repair:** Any costs associated with repairs such as labor, supplies, and maintenance materials to keep the buildings in good condition (interior or exterior painting, pest control, electrical work, plumbing, heating repair, ventilation, air conditioning, etc.)
- 01-1510-52110 Office Equipment Maint. & Repair:** Maintenance and repair of office equipment such as copier machine, typewriter, etc.

GENERAL GOVERNMENT EXPENSE CONTINUED

- 01-1510-52130 Vehicle Operations & Maintenance:** Maintenance, operation, painting, repair, parts such as tires, batteries and labor for General Government vehicles.
- 01-1510-52140 Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for general government vehicles.
- 01-1510-52500 Computer Supplies:** Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
- 01-1510-52510 Pantry Supplies:** Cost associated with purchase of sugar, coffee, tea, water and other supplies to entertain the employees.
- 01-1510-52520 Office Supplies & Printing:** Stationery, miscellaneous office supplies and materials necessary for the operations of the General Government.
- 01-1510-52550 Janitorial Supplies:** Cost associated with purchase of cleaning supplies, bath tissues, soaps, etc.
- 01-1510-53510 Dues & Subscriptions:** City of New Carrollton membership in Maryland Municipal League, membership in P.G. County Municipal Association, Govt. Finance Officers Association, the International City Managers' Association, and other related organizations.
- 01-1510-53520 Employee Training:** Job related training seminars to develop staff capabilities, including computer training for Access, Excel, Word and non-computer related training. Also books, video tapes and other miscellaneous learning materials.
- 01-1510-53540 Travel & Meetings:** Expenses incurred by City Officials, employees, or committee members while on official City business, including attendance at meetings, seminars, and the annual MML convention. Auto mileage, registration fees, meals, parking, tolls and accommodations are examples of reimbursable expenses.
- 01-1510-53550 Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals.
- 01-1510-53560 Employee Gifts - Special Occasions:** Turkey/ham, gift certificates, employment anniversaries, retirement functions, etc.
- 01-1510-53570 Uniforms:** Costs of uniform items necessary during the discharge of duties.
- 01-1510-54010 Telephones:** Monthly expense incurred in the use of office telephones including long distance calls.
- 01-1510-54020 Cell Phones:** Monthly expense incurred in the use of cell phones including long distance calls.
- 01-1510-54050 Utility -Electricity:** Electricity used to maintain the day to day operations of City facilities.
- 01-1510-54060 Utility - Natural Gas:** Gas use to maintain the day to day operations of City facilities.
- 01-1510-54070 Utility - Water:** Water use to maintain the day to day operations of the City.

F.Y. 2012 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>OPERATING EXPENSES</u>						
01-1510-50200	Computer & IT Support	\$35,044	\$33,500	\$40,000	\$35,000	19.40%
01-1510-50220	Website Services	5,904	4,950	6,500	5,000	31.31%
01-1510-50300	Legal Services	36,203	23,000	25,000	25,400	8.70%
01-1510-50320	Engineering Services	0	2,000	2,000	2,500	0.00%
01-1510-50400	Advertising	11,299	10,000	11,500	15,000	15.00%
01-1510-50430	Cable Television Operations	578	500	500	500	0.00%
01-1510-50450	City Newsletter	27,410	30,500	30,500	33,500	0.00%
01-1510-50460	HVAC System Cleaning	2,500	2,500	2,500	2,500	0.00%
01-1510-50700	General Liability Insurance	40,632	43,000	43,000	45,000	0.00%
01-1510-50710	Auto Insurance	60,684	69,500	69,500	71,500	0.00%
01-1510-50720	Public Officials Liability & Bonding	9,000	9,500	9,500	9,750	0.00%
01-1510-50750	Equipment Maintenance Contracts	5,107	11,500	16,500	12,500	43.48%
01-1510-50760	Office Equipment Maintenance Contracts	3,082	6,500	4,000	7,500	-38.46%
01-1510-52100	Building Maintenance & Repair	33,717	42,500	34,000	32,500	-20.00%
01-1510-52110	Office Equipment Maint. & Repair	677	1,750	1,000	1,800	0.00%
01-1510-52130	Vehicle Operations & Maintenance	1,469	3,500	3,500	4,500	0.00%
01-1510-52140	Vehicle Gasoline Use	1,028	1,750	2,250	1,800	0.00%
01-1510-52500	Computer Supplies	2,637	9,500	5,500	6,750	-42.11%
01-1510-52510	Pantry Supplies	5,807	5,000	5,000	6,000	0.00%
01-1510-52520	Office Supplies & Printing	15,769	15,200	15,200	12,500	0.00%
01-1510-52550	Janitorial Supplies	3,894	8,500	8,500	9,500	0.00%
01-1510-53510	Dues & Subscriptions	13,326	18,000	17,000	18,500	-5.56%
01-1510-53520	Employee Training	55	1,500	1,500	3,000	0.00%
01-1510-53540	Travel & Meetings	2,841	2,000	2,000	5,000	0.00%
01-1510-53550	Employee Substance Testing & Physicals	370	500	500	500	0.00%
01-1510-53560	Employee Gifts -Special Occasions	5,353	9,500	7,500	10,000	-21.05%
01-1510-53570	Uniforms	932	1,000	1,000	1,500	0.00%
01-1510-54010	Telephones	8,021	13,000	11,000	11,000	-15.38%
01-1510-54020	Cell Phones	3,398	4,800	4,800	4,800	0.00%
01-1510-54050	Utility -Electricity	31,423	34,000	35,000	32,500	2.94%
01-1510-54060	Utility - Natural Gas	10,162	15,500	14,500	18,500	-6.45%
01-1510-54070	Utility - Water	7,688	8,500	8,500	11,500	0.00%

(Continued)

GENERAL GOVERNMENT EXPENSE CONTINUED

- 01-1510-54080 Postage Meter & Courier Services:** Postage for all correspondence using the postage meter and the fee of courier services for the next day delivery of important letters and packets.
- 01-1510-54150 Upkeep of Hanko Building:** Heating, cooling, water, gas and electric for the Hanko Building. Also includes funds for repairs or any improvements.
- 01-1510-54420 Annexation:** Costs related to legal, surveying, and engineering fees for potential annexations of property into the City.
- 01-1510-54430 Election:** Voting machine rental, election ads, annual compensation for members of Board of Elections, clerk-hire allowance, office supplies, printing, and expenses for any special elections.
- 01-1510-54445 Community Promotion:** Participation in general community activities and programs, including Christmas tree lighting, seasonal decorations, school safety patrol recognition, Scout clean-up awards, citizen and organization recognition awards, Community Day, National Night Out, youth programs, etc.
- 01-1510-54470 Ordinance Recodification:** Ongoing reorganization and enhancement of the City's existing Code of Ordinances through a private firm to clarify local laws. This includes printing and annual revisions.
- 01-1510-54480 General Code DVD:** For City Clerk to do in-house code and charter searches.
- 01-1510-54550 Miscellaneous:** Expenditures that cannot be logically classified under other categories.

F.Y. 2012 CURRENT EXPENSE BUDGET**EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION****FUNCTION - GENERAL GOVERNMENT****ACTIVITY - ADMINISTRATION**

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>OPERATING EXPENSES</u>						
01-1510-54080	Postage Meter & Courier Services	\$6,165	\$10,500	\$8,500	\$11,500	-19.05%
01-1510-54150	Upkeep of Hanco Building	6,387	15,000	15,000	15,500	0.00%
01-1510-54420	Annexation	0	2,500	2,500	3,200	0.00%
01-1510-54430	Election	6,747	6,500	7,000	7,000	7.69%
01-1510-54445	Community Promotion	16,896	23,000	22,000	23,000	-4.35%
01-1510-54470	Ordinance Recodification	4,441	6,200	6,200	6,500	0.00%
01-1510-54480	General Code DVD	542	1,500	1,500	1,500	0.00%
01-1510-54550	Miscellaneous	1,302	1,500	1,500	1,500	0.00%
Total Operating Expenses		\$428,490	\$509,650	\$503,450	\$527,500	-1.22%

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

General Government

- 01-1510-57120 Vehicle-Call-A-Bus:** A small transportation bus to provide ride to senior citizens. Bus received from P.G. County at a lower price of \$3500.
- 01-1510-58050 Furniture & Fixtures:** Purchase of new office furniture.
- 01-1510-58100 Computers:** Purchase of new computers and continued upgrade and maintenance of the Municipal Center's computer system.
- 01-1510-58200 Heating & Air Conditioning Municipal Center:** Repair Municipal Center Heating and Air Conditioning System.
- 01-1510-58250 Cable TV Equipment Grant:** Replacement of cable TV equipment.
- 01-1510-58800 Capital Purchase Reserve:** Amount reserved for the purchase of undetermined capital items.

F.Y. 2012 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2010 ACTUAL	FY 2011 BUDGETED	FY 2012 PROPOSED	FY 2013 PROJECTED	FY 2012 CHANGE
<u>CAPITAL OUTLAY</u>						
01-1510-57120	Vehicle-Call-A-Bus	\$0	\$3,500	\$0	\$0	-100.00%
01-1510-58050	Furniture & Fixtures	2,093	4,000	4,000	4,500	0.00%
01-1510-58100	Computers	4,085	7,000	7,000	5,000	0.00%
01-1510-58200	Heating & Air Conditioning Municipal Center	0	0	0	0	0.00%
01-1510-58250	Cable TV Equipment Grant	22,767	60,000	76,000	76,000	26.67%
01-1510-58800	Capital Purchase Reserve	0	0	200,000	0	-100.00%
Total Capital Expenses		\$28,945	\$74,500	\$287,000	\$85,500	285.23%
TOTAL GENERAL GOVERNMENT ADMINISTRATION						
		\$967,572	\$1,188,908	\$1,432,117	\$1,260,495	20.46%

**THIS
PAGE
INTENTIONALLY
LEFT
BLANK**